



Claiming Payments from VOCAT Under the new FAS System

If VOCAT has completed your application and approved payment for your expenses, you will receive reimbursement for these costs, referred to as authorised future expenses.

To receive or submit payment, you will need to submit a request to the FAS for these authorised future expenses.

Step One:

Visit fas.justice.vic.gov.au and create an online portal.

Step Two:

Start an Application.

You will need to select ***'VOCAT applicant transitioning to the FAS'***

The screenshot shows a web browser window with the URL fas.justice.vic.gov.au/fasportal/s/. The page header includes 'VIC.GOV.AU' and navigation links: 'My Account', 'Home', 'Enquiries', and 'Logout'. A 'Quick exit' button is visible in the top right. The main content area displays a welcome message: 'Welcome, Meagan Maree'. A modal window titled 'Start an application' is open, containing the following questions and options:

- Who are you making this application for? (Required)**
 - Myself
 - Somebody else
- What sort of application are you making? (Required)**
 - Application for financial assistance
 - Application for funeral expenses only
 - VOCAT applicant transitioning to the FAS

A green 'Continue' button is located at the bottom right of the modal.



Tip: If you have trouble verifying your identity for the FAS online portal, make sure your registration details match your ID documents.



Step Three: Select 'Complete'

The screenshot shows a web browser window with the URL `fas.justice.vic.gov.au/fasportal/s/continue-vocat-application?recordId=0ITW2000005YkDMAU`. The page title is "Continue your VOCAT application". The application details are as follows:

- Application for VOCAT transition (IA-0000006671)
- Status: Draft
- Application started: 01/14/2025
- Last Edited: 01/14/2025

Below the details, there is a section titled "VOCAT Transition Details" with a "Complete" button highlighted by a red box. A "Submit Application" button is visible below the "Complete" button.

Step Four

- ✓ Confirm if your name has changed since you received your VOCAT award.
- ✓ Provide your VOCAT reference number.
- ✓ Enter the date of your final award.
- ✓ Select the type of VOCAT award you received. The options are:
 - Primary Victim
 - Related Victim
 - Secondary Victim
 - Funeral Expenses Only
- ✓ Choose the VOCAT assistance you wish to claim from the portal, based on the approved financial assistance you were awarded.

Step Five

Submit the Application for processing.

Once approved, you can submit invoices in the portal. This will include approved counselling assistance.



If you are unsure about any of the details above and Medson Legal assisted with your original claim, please feel free to contact us for assistance.